

The Record

News about admissions, records, and student systems

September 2003, Vol. 27, No. 9

Students soon can track their financial aid application status

A new One Stop online student self-service option will allow students to track their individual financial aid record from application through disbursement. It will also provide a context that clarifies the application review and awarding process, according to Mary Koskan, director of One Stop Student Services.

By late fall, students are expected to be able to track their student account records by going to the Student Finances Web site, <onestop.umn.edu/Finances>, and selecting "Check my financial aid status." They will see a list of steps and be prompted to complete those that require action.

1. Complete a Free Application for Federal Student Aid (FAFSA)
2. Submit additional documentation
3. Awarding
4. Respond to Financial Aid Award Notice (eFAAN)
5. Complete promissory note(s).

When the steps are complete, the student will receive disbursement information and can verify the payment of financial aid into his or her student account.

This self-service option builds upon the existing financial aid options, "View my financial aid" and "Respond to my financial aid award notice (eFAAN)." It is being developed jointly by the Web Development Team, One Stop Student Services, and the Office of Student Finance.

For more information, contact Mary Koskan, Office of Enrolled Student Services, at 612-625-0160 or m-kosk@umn.edu.

New restrictions for state financial aid

The 2003 Minnesota legislature increased funding for state financial aid (*The Record*, July). But new restrictions on state grants were also enacted, including an application deadline.

- A student's Free Application for Federal Student Aid (FAFSA) must be received by the federal processor by the fourteenth day of a term in order for the student to receive state grant funding for that term.
- Students may now receive state funding for up to the equivalent of only four full-time years of postsecondary education, rather than five years.
- Actual tuition and fee costs will no longer be used to factor a student's individual state grant award amount. Instead, schools will revert to an earlier formula, which used a uniform tuition and fee amount for all students.

For more information on these and other Minnesota State Grant Program changes, visit the Minnesota Higher Education Services Web site at <www.mheso.state.mn.us>.

Wait list now available for students who want work-study

Federal and state work-study programs are fully funded for academic year 2003-04, and the Office of Student Finance (OSF) has awarded work-study to more than 6,000 students.

Because requests for work-study on the Free Application for Federal Student Aid (FAFSA) exceeded OSF's supply of funds, many students did not get the work-study they desired.

Students not awarded work-study for 2003-04 may e-mail a request to helpingu@umn.edu to be placed on a work-study wait list. Those who earned work-study last year but were not awarded work-study this year will be given priority.

OSF is now tracking student acceptance and non-acceptance of work-study awards. As students decline work-study awards, recovered funds are awarded to students from the wait list. Some awarding from the wait list was expected in late August. Staff will continue to monitor awards and earning levels throughout fall semester. More awards are expected to be made in late October as funds become available from students who accepted awards but failed to get work-study jobs.

If you have questions about awarding of work-study funds, call Deb Pusari at OSF, 612-624-3865.

SEVIS requires more care in advising international students

The Student and Exchange Visitor Information System (SEVIS), mandated by the federal government, is designed to provide information on international students and scholars on F and J visas. The system has made international student advising more important than ever.

Kay Thomas, director of International Student and Scholar Services (ISSS), highlighted five points for advisers and student services staff to know.

- With SEVIS in place, it is extremely difficult to get a student reinstated to legal status while remaining in the United States. If a student loses legal status, he or she becomes unemployable, detainable, deportable, and possibly excludable.

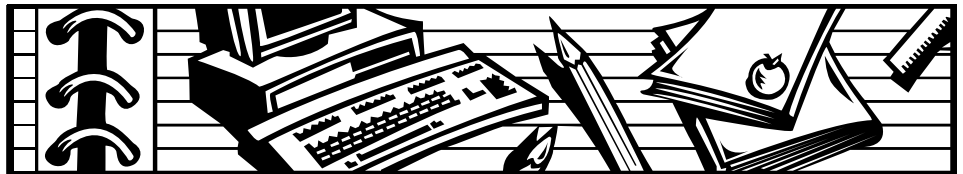
- Advisers should consult with an ISSS adviser about students having academic difficulty so that ISSS can work with the student to improve performance *before* he or she is suspended and loses legal status.

- All students must register for a full course of study each semester during the academic year. Those who need or want an exception must submit an Exception From a Full Course of Study form to ISSS. On the Web, go to www.iss.umn.edu; on the menu bar at the top, click on "Students," then select "Student on F-1 Visa" for additional information.

- Students enrolled in distance learning courses must complete them in the semester of enrollment.

- Students intending to travel should check with ISSS first.

If you need more information or have questions, contact ISSS at 612-626-7100.



Datebook: Fall semester 2003

September

- 15 Last day for undergrads and students in professional degree programs to apply for fall semester graduation
- 20 Campus Preview Day for prospective freshmen, Office of Admissions
- 24-25 National College Fair, Minneapolis Convention Center

October

- 1 Last day for Graduate School students to apply for participation in fall commencement ceremony
- 4, 11 Campus Preview Days for prospective freshmen, Office of Admissions
- 15 Graduate School application deadline for spring semester 2004
- 27 Grades due for first 7-week courses; submit on the Web

November

- 10 Queued registration begins for spring semester 2004*
- 27-28 Thanksgiving holiday—classes excused and University offices closed

December

- 12 Last day of fall semester instruction
- 13-14 Study days
- 15-20 Final examinations
- 24 Full term and second 7-week course final grades due; submit on the Web
- 25-26 Holiday—University offices closed

January

- 1-2 Holiday—University offices closed

*Note correction from the incorrect date posted last month.

Social Security numbers no longer appear on transcripts

To help guard personal security and privacy, unofficial and official transcripts of University of Minnesota campuses no longer display Social Security numbers. Effective July 23, staff lost the option to include Social Security numbers when printing transcripts.

Social Security numbers are also being removed from the University of Minnesota certification letter, but staff processing them will retain the option of including the Social Security number at the student's request.

Please direct questions about these changes to the Student Records Training Team at 612-625-2803.

Web registration "Swap Courses" function update

The "Swap Courses" function in Web registration allows a student to drop and add a class in a single transaction. Students on the Twin Cities campus began using the Swap feature on May 12. Minor problems related to "course set-up" and error messages have been successfully resolved.

Duluth and Crookston planned to add the Swap Courses feature to Web registration on August 28. Morris will introduce it on October 20 for the start of spring enrollment.

Direct deposit now available online for students and staff

Online direct deposit is the newest enhancement to Web services for students and staff, launched August 11. Direct deposit authorizations can now be added, changed, and deleted online for student account refunds and payroll checks.

In the past, students had to complete a paper Direct Deposit Authorization form to have refunds in their student accounts automatically deposited into a checking or savings account. Now they can save time and paper by making the authorization online, and they can change or delete it later, if they wish.

Direct deposit is a secure, easy way for students to get excess financial aid funds into their bank accounts. If they don't sign up for direct deposit, checks will be mailed, but that usually takes longer. Direct deposit also avoids problems, such as checks lost in the mail or stolen, and it saves the University the cost of issuing checks.

When funds are directly deposited, students are notified through their University e-mail account that funds were sent to their bank account. Students are cautioned, however, to make sure those funds are available at their bank before they start spending the money.

For more information about the new online direct deposit service, go to www.umn.edu/ohr/hrss/DirectDeposit.htm or call Julie Selander at 612-625-6579.

Web grading report

A total of 81.6 percent of May session and summer term grades systemwide were submitted by August 21—98.6 percent at Crookston, 88 percent at Duluth, 84.7 percent at Morris, and 80.1 percent on the Twin Cities campus.

Grades were expected to be posted somewhat later for summer term due to the varied length of summer courses. Nevertheless, grades submitted late in any term can have a significant, negative impact on students. Grades are due three business days after the end of the term.

Twin Cities fall grades due December 24

Twin Cities campus departments should take note that grades for this fall semester will be due on December 24, since it is not designated as an official campus holiday this year.

If you have questions about Web grading, please contact Tina Falkner at rovic001@umn.edu.

Overdue accounts lead to cancelled registrations

Fifty-eight students' fall registrations were cancelled because they failed to pay their bills for past semesters. The Office of Student Finance (OSF) began enforcing rules about past-due accounts this summer.

Students who still owed for spring received an e-mail message confirming that their classes for fall would be cancelled on August 11 if they did not either pay their bill or make a satisfactory payment plan with the Accounts Receivable staff.

Students who owed for spring and summer received an e-mail notice that their fall classes might be cancelled if they did not pay their bill.

Advisers are urged to remind students that, even if they are able to register because of good timing between their queue date and their installment bill due date, their registration will be cancelled approximately ten days before classes start if they still owe for a previous semester.

OSF is developing a communications plan about this policy to share with the University community. In the meantime, if you have questions or concerns, please contact Kris Wright at 612-626-0302.

On-campus non-residents no longer get tuition break through distance education courses

Effective this fall, all on-campus, degree-seeking students are charged the same tuition for all courses they take, whether in a traditional classroom course or a distance education course.

Resident students or those with residency status because of reciprocity or a tuition waiver will pay resident- or reciprocity-rate tuition for all courses. Those who are classified as non-

residents will be charged non-resident tuition for all courses.

Students who are taking distance education courses who are truly off-campus—e.g., living in Iowa or California—will continue to be charged the resident tuition rate.

Please contact Peter Zetterberg at j-zett@umn.edu if you have questions.

Students alerted of policies and changes

In late May, an e-mail message highlighting several policy changes, enhancements, and updates for fall semester was sent to current students. The message can be viewed on the Web at onestop.umn.edu/Finances/new.html.

You're On Your Own is a good resource for staff, too

You're On Your Own (but I'm here if you need me): Mentoring Your Child During the College Years is a new book for parents by University of Minnesota Parent Program director Marj Savage.

It's also a good resource for staff and faculty, who will find savvy and well-written insight on factors that affect the students they serve, advise, and teach. The book includes a wealth of references to other resources, as well.

Savage acts as liaison between the University and parents of 28,000 undergraduates. She has heard just about every question imaginable, and offers firm and wise advice with her characteristic good humor.

You're On Your Own (New York: Simon & Schuster/Fireside, paperback, 260 pp., \$13) is available in bookstores, including University Bookstores at www.bookstore.umn.edu. See also the University of Minnesota Parent Web site at www.parent.umn.edu.

Twin Cities campus hosted 2003 CIC summer program to recruit graduate students

Approximately 510 students of color and 125 faculty mentors and staff from all 15 campuses of the Committee on Institutional Cooperation (CIC) attended the 2003 Summer Research Opportunity Program (SROP) hosted by the University of Minnesota and the Graduate School in July.

The primary goal of the program is to encourage talented undergraduate students to pursue graduate study and academic careers.

Participants took laboratory tours, attended a graduate school information fair, and discussed participants' research projects in small-group sessions. They also heard presentations of research findings by graduate students and SROP alumni.

Principal speakers were Orlando Taylor, vice provost for research and dean of the Graduate School at Howard University; Richard Tapia, professor, Department of Computational and Applied Mathematics, associate director of graduate studies, and director of the

Center for Excellence and Equity in Education at Rice University; and Anthony René, assistant director in the National Institute of General Medical Sciences at the National Institutes of Health.

The faculty, staff, graduate students, facilities, and beautiful campus contributed to the positive image of graduate study and academic careers at the University of Minnesota, reported Patricia Jones Whyte, acting director of the Office of Graduate School Outreach.

2004 SROP will be at U of Iowa

Next year, the SROP will be held at the University of Iowa, July 9–11. The deadline to apply is February 13. More information about CIC and SROP is on the Web at www.cic.uiuc.edu.

See also www.grad.umn.edu/outreach/research or contact Patricia Jones Whyte at 612-625-4069 or whyte001@umn.edu.

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